

Civil Service Commission

The San Luis Obispo County Civil Service Commission
Regular Session Meeting
Wednesday January 22, 2014 @ 9:00 A.M.
1055 Monterey Street, Suite D-271, San Luis Obispo, CA



MEMBERS OF THE COMMISSION
Robert Bergman, President
Arthur Chapman, Vice President
Wayne Caruthers
Betsey Nash, SPHR
William Tappan

MINUTES

Present: President Robert Bergman, Vice President Arthur Chapman, Commissioner Wayne Caruthers,
Absent: Commissioner Bill Tappan, Commissioner Betsey Nash
Staff: Commission Secretary Tami Douglas Schatz, Commission Clerk Robin Mason
Counsel: Commission Counsel Tim McNulty

1. Call to Order/ Flag Salute/ Roll Call

Commissioner Bergman called the meeting to order at 9:00 A.M. and led the flag salute.

2. Election of Officers

Commissioner Wayne Caruthers nominated Commissioner Arthur Chapman for Civil Service Commission President. Commissioner Robert Bergman seconded; motion carried 3-0-2 (Commissioners Nash and Tappan were absent.)

Roll Call Vote:

Commissioner Bergman	Yes
Commissioner Caruthers	Yes
Commissioner Chapman	Yes
Commissioner Nash	Absent
Commissioner Tappan	Absent

Commissioner Arthur Chapman nominated Commissioner Wayne Caruthers for Civil Service Commission Vice President. Commissioner Robert Bergman seconded; motion carried 3-0-2 (Commissioners Nash and Tappan were absent.)

Roll Call Vote:

Commissioner Bergman	Yes
Commissioner Caruthers	Yes
Commissioner Chapman	Yes
Commissioner Nash	Absent
Commissioner Tappan	Absent

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3. Public Comment Period

President Bergman addressed the audience asking for anyone wishing to speak to the Commission during the Public Comment Period on any matter that is not listed on today's agenda. Being none, President Bergman closed the Public Comment Period.

4. Minutes

December 18, 2013 – Regular

Commissioner Chapman made a motion to approve the October 23, 2013 minutes as written. Commissioner Caruthers seconded; the motion carried 3-0-2.

5. Reports

a. Commission President

President Bergman: no report.

b. Commission Counsel

Tim McNulty: no report.

c. Commission Secretary

Tami Douglas-Schatz: addressed the Commission and reported that the Job Class Study Open Window Period is completed. She further stated that of the 64 studies, nine were recommended for reclassification. Six appeals have been filed and Commission dates may be needed after prehearings occur. Ms. Douglas-Schatz further clarified that the January 21, 2014 Special Meeting was vacated and no future dates are requested at this time.

6. Civil Service Commission Annual Report

Personnel Analysts Mark McKibben and Ken Tasseff presented the CSC Annual Report to the Commission.

Commissioner Chapman: clarified when questions should be asked.

Ken Tasseff: explained information shown on page 7 of the report and addressed Commissioner Chapman's comments.

Mark McKibben: concluded the CSC FY 2012-13 Annual Report and opened to the Commission for discussion.

Commissioner Caruthers: suggested adding a data element to the report.

Tami Douglas-Schatz: shared statistics regarding retirements of County employees and stated that management level vacancies can create a cascading effect of multiple recruitments.

Commissioner Bergman: suggested adding the total number of new hires to page 6-7.

Commissioner Chapman: commented and suggested material corrections be made to page 6-4.

Tami Douglas-Schatz: commented that she will be conducting a strategic planning presentation during the Board of Supervisors' February 18, 2014 meeting.

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Commissioner Chapman: thanked staff and commented on the overall view of EEO statistics on page 6-7 show that the community at large is accurately represented.

7. Adjournment

Being no further business, the meeting was adjourned by President Bergman at 9:30 A.M.

** Note: These minutes reflect official action of the Civil Service Commission. A digital record exists and will remain as the official, complete record of all proceedings by the Civil Service Commission.*